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AUSTRALIAN BUREAU OF STATISTICS ANNUAL REPORT 1982-83

AUSTRALIA

HOURS WORKED BY AGE BY SEX (CONT)

HOURS WORKED PER WEEK		NOT STATED		TOTAL	
25-34	35+	25-34	35+	25-34	35+
19221	101	38019	2064	119566	
13921	31	736501	10371	81825	
30191	41	902871	21341	136348	
78591	61	606711	22901	83263	
28081	11	647341	27131	78732	
641	161	55711	1471	6325	
21721	471	508971	171	6205	
59441	101	2584661	171	29450	
151251	4361	584311	23921	4274	
201	381	23921	152881		
10431	10371	7744021			
57169	10311				

PERSONS		AGE	
25-34	35+	25-34	35+
229	39841	30	
67	8971	2	
41	37371		
25	18541		
1	15211		
	661		
	1114		
	395		
	39		
	1361		
	601		
	1995		
	12371		
	10651		
	411		
	4271		
	13801		



Australian Bureau of Statistics

Annual Report 1982-83



Australian Government Publishing Service
Canberra 1983

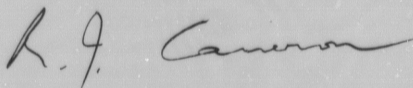
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The Honorable P. J. Keating M.P.
Treasurer of the Commonwealth of Australia

In accordance with the provisions of section 24(1) of the *Australian Bureau of Statistics Act 1975*, I hereby submit to you, for presentation to Parliament, this Report for the year ended 30 June 1983.

A handwritten signature in dark ink, consisting of the initials 'R.J.' followed by the surname 'Cameron' in a cursive script.

R.J. Cameron
Australian Statistician

18 August 1983

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Note. In this Report after the first reference the Australian Bureau of Statistics is referred to as the ABS or the Bureau and the Australian Statistics Advisory Council as ASAC or the Advisory Council.

Introduction

The principal legislation determining the functions and responsibilities of the Australian Bureau of Statistics (ABS) is:

- *Australian Bureau of Statistics Act 1975*
- *Statistics (Arrangements with States) Act 1956*
- *Census and Statistics Act 1905*

Under the *Australian Bureau of Statistics Act 1975* the Australian Statistician is required to submit to the Treasurer, for presentation to Parliament, an annual report on the operations of the Bureau. This is the eighth annual report by the Australian Statistician.

The contact for any inquiries or further information on the contents of the report is the Assistant Statistician, Co-ordination Branch at the Cameron Offices, Canberra—telephone (062) 525256.

Functions and management

Functions

The ABS is the central statistical authority for the Commonwealth Government and, under agreements between the Commonwealth and the States, provides statistical services for the State governments. The functions of the ABS are defined in section 6 of the *Australian Bureau of Statistics Act 1975* as follows:

- (a) to constitute the central statistical authority for the Australian Government and, by arrangements with the Governments of the States, provide statistical services for those Governments;
- (b) to collect, compile, analyse and disseminate statistics and related information;
- (c) to ensure coordination of the operations of official bodies in the collection, compilation and dissemination of statistics and related information, with particular regard to—
 - (i) the avoidance of duplication in the collection by official bodies of information for statistical purposes;
 - (ii) the attainment of compatibility between, and the integration of, statistics compiled by official bodies; and
 - (iii) the maximum possible utilization, for statistical purposes, of information, and means of collection of information, available to official bodies;
- (d) to formulate, and ensure compliance with, standards for the carrying out by official bodies of operations for statistical purposes;
- (e) to provide advice and assistance to official bodies in relation to statistics; and
- (f) to provide liaison between Australia, on the one hand, and other countries and international organisations, on the other hand, in relation to statistical matters.'

In addition, under the Government-to-Government Agreements entered into with the States pursuant to the *Statistics (Arrangements with States) Act 1956*, the ABS has a responsibility to State governments to provide certain statistical services specified in the separate agreements, together with such other statistical services 'as may reasonably be required for the purposes of the State . . . '.

These arrangements offer substantial advantages. They involve fewer requests for information from people and businesses than if the Commonwealth and States both ran extensive statistical collections. They require less staff and funding than the total that would be required by separate Commonwealth and State statistical offices. They ensure the use of a single Australia-wide set of definitions in ABS collections, with consequent advantages for businesses supplying data. They keep to the forefront the desirability of inter-State comparability of statistics.

A major aspect of these arrangements is that the Commonwealth agreed to meet the costs of providing a statistical service.

Organisation

Besides the Central Office in Canberra the ABS has an office located in each State, administered by a Deputy Commonwealth Statistician (DCS) who has the dual responsibility of working under the direction of the Statistician and of providing statistical services to the State Government. An office is also established in Darwin. In five of the six States (Victoria being the exception) the DCS is also the State Government Statistician.

The number and distribution of full-time operative staff in recent years is shown in the following table. Numbers were high in 1980-81 because of the census of retail businesses conducted in that year.

DISTRIBUTION OF FULL-TIME OPERATIVE STAFF(a)

Office	Average monthly staff numbers		
	1980-81	1981-82	1982-83
Canberra	1 635	1 615	1 627
Sydney	543	472	458
Melbourne	464	413	416
Brisbane	340	312	306
Adelaide	241	221	220
Perth	240	225	214
Hobart	132	127	123
Darwin	23	22	24
Total	3 618	3 407	3 388

(a) Excludes staff on approved leave for periods of twelve weeks or longer.

Detail for 1982-83 is given in Appendix 1. The top structure and senior staff at 30 June 1983 are shown in Appendix 2.

ABS expenditure in 1982-83 was \$98.4 million, of which by far the largest component was salaries. Other large items were operating costs of the computers, capital expenditure on additional computing capacity and payments to field interviewers (agents). Receipts totalled \$1.6 million, mostly charges for the use of the computing installation by the Department of Trade. Details of both expenditure and receipts are given in Appendix 3.

The distribution of expenditure across various statistical and service activities is shown in Appendix 4. Manpower statistics comprise the largest single program and one that has increased its share of total ABS effort. The latter is also true of the social statistics program.

In order to provide official statistics, the ABS undertakes a large number of separate collections, ranging from periodic censuses of industry to regular surveys to provide current economic indicators, from household surveys on specific social or economic issues to the population census. Their frequency ranges from weekly to quinquennial or even longer. In addition, the ABS devotes considerable efforts, in close co-operation with Commonwealth and State administrative agencies, to producing statistical series as by-products of administrative processes such as import entry and motor vehicle registration.

Each field of statistics is the responsibility of a subject matter unit. These are organised into three Divisions: Economic Accounts, Economic Censuses and Surveys, and Demography, Social and Manpower. As far as possible, collections are undertaken within a common framework of concepts, definitions and classifications, which means that subject matter units need to operate in close consultation with each other.

Also, there is a high degree of inter-relationship with the service functions organised into the Statistical and User Services, Computer Services, and Co-ordination and Management Divisions. The first provides assistance in sample survey design and in other statistical methodology, and undertakes the field collection and processing of household sample survey data. It provides a central service for the dissemination of statistics and maintains a comprehensive register of businesses and organisations. The second plays a major role in the development, implementation and operation of computer systems for the various fields of statistics. The third provides the administrative support.

In order to produce relevant statistics the ABS must keep in touch with users regarding their statistical requirements and with respondents to collections regarding their ability to provide data. This is done at a number of levels, and through various channels depending on the area of statistics concerned.

At the highest level, the Australian Statistics Advisory Council, which was established by the *Australian Bureau of Statistics Act 1975*, plays an active role regarding the direction and priorities of the ABS work program. The activities of the Council are described in its annual report to Parliament. The annual Conference of Statisticians, at which State governments are represented by a State official as well as by the Deputy Commonwealth Statistician in charge of each State Office of the ABS, is another forum, with particular reference to meeting State statistical needs. A statistical co-ordination and consultative mechanism also operates in each State.

The various subject matter units maintain ongoing contact with suppliers and users of data through a variety of other means including standing committees, user groups, conferences and seminars of representative organisations, and through day-to-day contact in the course of collecting and disseminating data. ABS officers outposted to government departments and authorities also play an important part in these respects.

Management

The diverse activities involved in providing official statistical services require a considerable management effort to marshal resources in an optimal fashion. From the early 1970s the ABS became increasingly aware not only of the virtual impossibility of attempting to satisfy all demands, but also of the constraints of limits on public spending and the burden placed on respondents. Efforts to respond positively and responsibly to increasing demands, while staying within these constraints, led to a reshaping of management practices. What follows is an outline of the main features of the system of management of the ABS today.

An earlier version of this system was described in 'Forward Planning in the ABS' in the 1977-78 ABS Annual Report. What it has enabled the ABS to achieve in terms of work program in a period of constraint was outlined in 'A Decade's Work Program' in the 1981-82 Annual Report.

A program/project framework, overlaid on the formal organisational structure, enables a co-ordinated approach to the planning, disposition and use of manpower and financial resources. Program/project managers are identified in Central Office and program/project leaders in each State Office. In essence this program/project management, together with the normal hierarchical line management within each office, forms the basis of an informal matrix management system across all offices.

Within this framework a rolling three year forward work program is developed. Before provision is made for staffing levels in future years, all proposals for new or extended collections are analysed to ensure that appropriate account has been taken of resource demands on the service areas whose contribution will be essential to successful completion of the proposal. Estimates are made of staffing requirements for proposals judged to be of high priority. Staff estimates for ongoing work and for projects already approved are reviewed and extended a further year ahead. In order that feasibility studies or developmental activities are not commenced for projects unlikely to be implemented, regard is had to the total resources likely to be available to the Bureau within the three year period and to the total demands on service areas which the program would entail.

In drawing up the program, judgments about relative priorities are made in the light of continuing consultations with users of statistics. Broad objectives are established for each program and specific goals to be achieved over the three year period are specified for each project.

Involvement of senior management in Central and State Offices begins in June each year. The forward work program and estimates which emerge are then examined by the Advisory Council, reconsidered in the light of its advice and then submitted to the Minister. Staff and financial requests are forwarded to the Public Service Board and the Department of Finance.

As decisions are made by the Government on staffing and finance, resources available for the first year of the forward work program become the basis (along with the establishment of positions available to the Bureau) for controlling and monitoring the use of resources in all offices of the Bureau. Staff and financial resources, particularly for travel, overtime and payments to field interviewers, are allocated at project level to each office. The responsibility for the use of these resources lies with the respective project managers. The allocations are reviewed periodically during the year to take account of project experience and any changes in circumstances that have occurred or are foreseen. In addition, staff use and expenditure are monitored monthly at the project-by-office level.

An integral factor in this whole process is the program of reviews which has been proceeding since the mid-1970s. The purpose of the review program has been both to improve efficiency and effectiveness, and to identify resources which may be diverted to other higher priority work. For statistical areas, the reviews include both statistical aspects (e.g. the purpose of the statistics and their justification) and managerial aspects (e.g. can the purpose be accomplished more efficiently and economically). The two aspects are, of course, complementary. Reviews of service activities give comparable attention to purpose, justification and managerial aspects.

Regular assessments on a program/project basis are also made to ascertain if the goals set down in the work program are being achieved. Approximately once a year, heads of Central Office Branches and of the State Offices report on achievement against the agreed goals. In this way overall managerial effectiveness is monitored and senior managers both in Central Office and the State Offices have an opportunity to discuss problems with the top management of the ABS.

This program/project system is further enhanced by annual meetings of senior officers of the Bureau to consider general policy, statistical and administrative matters. One of the standing items on the agenda is the work program, which is discussed in detail before presentation to the Advisory Council.

From time to time, inter-office conferences are held of representatives of subject matter or service units, or those engaged on particular projects. The benefits in communication across a geographically dispersed organisation are significant.

Overlaid on these management practices are some special arrangements to ensure the successful transition of all computing systems from the old computing equipment to the new Facom M200 computers. A standard systems development methodology has been adopted. All work is undertaken by multi-discipline project teams under the direction of line managers, aided by management and technical review committees. Periodic reports are furnished to senior management.

ABS activities in 1982-83

During the year the ABS continued to attempt to satisfy the considerable demand for more or better statistics within the constraints of resources available and the need to limit respondent burden. The large and complex task of developing new computing systems continued to absorb a substantial part of the Bureau's development potential. Despite these pressures, a number of new statistics were introduced and innovations made.

On the economic statistics side, national accounts estimates were rebased on average 1979-80 prices, and constant price series on the same basis were introduced for quarterly retail sales, quarterly indexes of manufacturing production, and quarterly new fixed capital expenditure by private enterprises. The first annual input-output tables were produced and a new import price index was published. Work commenced on the reintroduction of foreign participation statistics, starting with the mining and mineral processing industries. A new collection on cash management trusts was commenced.

Economic collections undertaken during the year, over and above regular collections, included the triennial survey of motor vehicle usage, a new household survey of domestic energy usage, and a wholesale trade survey—the first major collection in this sector since 1969. On the other hand the number of manufactured commodities on which production data are collected monthly was reduced significantly.

Throughout the year a large amount of data was produced from the 1981 Population Census in the form of publications, microfiche, magnetic tapes and maps. Results have been produced earlier than from previous censuses. Literally thousands of ad hoc requests for census data have been satisfied.

The ABS continued to run a large program of household surveys, with the main focus on manpower statistics. Results were published on special surveys conducted previously, notably those on families and handicapped persons. The topics of household surveys conducted in 1982-83 included crime victims, health care, travel and tourism, income and housing costs.

Proposals tabled in Parliament for the collection of additional statistics are listed in Appendix 5.

On more general matters, amendments to the *Census and Statistics Act 1905* came into effect on 1 March 1983.

In November 1982 the Government decided to enhance the co-ordination of statistical activity of Commonwealth departments and authorities by requiring reports on certain categories of statistical collections to be prepared jointly by the ABS and the agency concerned.

A small public relations unit was established to assist in maintaining good communications and relationships between the ABS, users and suppliers of data, and the community generally.

As to the future, new collections are to be undertaken on self-administered superannuation funds in the public and private sectors (during 1983-84) and, subject to a feasibility study, on superannuation funds whose assets are wholly invested with life insurance offices and other intermediaries (during 1984-85). The triennial agricultural finance survey will be undertaken in respect of 1983-84 with the hope that funds will be available to restore it to an annual collection thereafter. A transport industry survey and a concurrent road freight activity survey, in respect of 1983-84, will be conducted for the first time, and a new quarterly survey of employment and earnings will commence in 1983-84. The periodic construction industry survey will be undertaken in respect of 1984-85 and, subject to a feasibility study, work will proceed on the development of a multi-sector energy survey in respect of 1985-86.

The special household survey to be undertaken during 1984 will be on household expenditure, the first coverage of this topic since 1975-76.

Details follow of the main activities in each program.

Economic statistics

Economic statistics produced by the ABS are derived largely from economic censuses and surveys. The censuses are designed to provide detailed information on industry structure and to facilitate valid comparisons across geographical areas and between different industries. The surveys of selected businesses are designed to provide timely and regular indicators of economic activity. Economic censuses and surveys are also important sources of data for national accounts estimates and input-output tables.

National accounts

The system of national accounts presents, in a systematic and comprehensive way, summaries of economic transactions that take place in the Australian economy and between Australia and the rest of the world. The usefulness of the accounts derives largely from the way in which data are brought together from virtually all available sources and presented as far as possible in a conceptually consistent way both for a given period and over time. The accounts are basically in accordance with the United Nations System of National Accounts.

To present a current picture of the national economy, summary national income and expenditure accounts are published as soon as possible after the end of each quarter, in terms of both current and constant prices. However, much of the more reliable information needed for the accounts does not become available until long after the publication of preliminary figures. Estimates for the most recent quarters are therefore based on limited data and successive revisions are necessary as additional information becomes available.

A more detailed and more firmly based picture of the national economy is provided by various annual publications such as the input-output tables, estimates of gross product by industry and the annual national income and expenditure publication.

Activities during the year included:

- Completion of the project to rebase all constant price national accounts estimates produced by the ABS from average 1974-75 prices to average 1979-80 prices, and publication of the rebased constant price series of gross product by industry in August 1982.
- Release for the first time of the following sets of constant price estimates:
 - quarterly retail sales at average 1979-80 prices by State;
 - quarterly indexes of manufacturing production; and
 - quarterly new fixed capital expenditure by private enterprises at average 1979-80 prices.
- Research concerning the estimation of gross product by State. Results will be published in an Occasional Paper which will bring together published and previously unpublished data and discuss conceptual and methodological issues involved in the compilation of regional accounts.

- Release of an Occasional Paper entitled *The Accuracy and Reliability of the Quarterly Australian National Accounts*. This publication outlines the factors affecting the accuracy and reliability of the national accounts and presents the results of statistical analyses of the statistical discrepancy and revisions to estimates.
- Introduction of annual instead of quinquennial input-output tables. The first tables in the annual series relate to 1977-78 and were published in December 1982.

International accounts

The international accounts program produces statistics on the balance of payments, foreign investment and the extent of foreign ownership and control in sectors of the Australian economy.

Activities during the year included:

- Improvements in the presentation and availability of balance of payments statistics. Commodity detail for exports and imports was introduced into the quarterly publication. Users were provided, on request, with a greater range of country and regional detail than is published in the annual publication.
- Inclusion of additional statistics on international trade credit and international shipping and airline operations in the 1980-81 issue of the annual publication.
- Circulation of *A Framework for Foreign Investment Statistics* to specialised users. The *Framework* will serve as a reference within which developments in foreign investment statistics will proceed.
- A feasibility study of a quarterly survey of Australian direct investment abroad, with a view to improving the accuracy and reliability of quarterly estimates.
- A reduction in the number of annual survey forms relating to Australian investment abroad.
- Reintroduction of foreign participation statistics. The first publication, to appear in the second half of 1983, will relate to foreign ownership and control of the mining industry and selected mineral processing industries for the year ended 30 June 1982.

Foreign trade

The foreign trade program covers statistics of exports, imports, imports cleared for home consumption, shipping and excise.

In addition to monthly and annual publications, many special tabulations are undertaken on request and many users subscribe to a service which provides them with regular monthly or quarterly information on individual commodities.

Activities during the year included:

- Testing and implementation of the major components of a redesigned computer system for import and export data.
- Completion, in conjunction with the Australian Customs Service, of a re-draft of the Australian Customs Tariff, based on a report on tariff simplification by the Industries Assistance Commission. The revised tariff became effective on 1 January 1983.

- Completion of development work on Shipping and Air Cargo Commodity Statistics, the results of which will be published later in 1983.

Prices

In addition to compilation of the Consumer Price Index (CPI), the prices program includes indexes relating to foreign trade, inputs and outputs of manufacturing industry, and materials used in the building industry.

Activities during the year included:

- Commencement of work on a detailed description of concepts, sources and methods of the CPI for publication in 1983-84. This document is aimed at the needs of specialist users.
- Publication in November 1982 of the Darwin price index of 'materials used in building other than house building'.
- Publication in May 1983 of an import price index to replace an inadequate index compiled by the Reserve Bank of Australia.
- Continuation of a review and reweighting of the price index of 'materials used in manufacturing industry', including the development of separate 'materials used' price indexes for manufacturing subdivisions of the Australian Standard Industrial Classification.

Public finance

The major objective of the public finance program is to provide statistical information on revenue, outlay and financing transactions of Commonwealth, State, Territory and local governments and their subsidiary bodies.

Activities during the year included:

- Completion of a comprehensive review of requirements for government finance statistics. This included extensive revision and development, in the light of user needs, of all classifications used in these statistics, particularly the Government Purpose Classification and the Economic Transactions Framework.
- Continuation of work on redesigning the processing system. The new system and the revised classifications will be implemented progressively between July 1983 and December 1984.
- Publication for the first time of separate details, for individual State governments and the Northern Territory Government, of estimated receipts and outlays in national accounting form.

Private finance

The private finance program covers statistical collections from a range of financial institutions, including banks, building societies, credit unions, finance companies, cash management trusts, insurance companies and superannuation funds. Several of the statistical collections are undertaken in co-operation with authorities such as the Reserve Bank of Australia, insurance commissioners and State registrars of building societies and credit unions.

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Activities during the year included:

- Development of a new monthly collection from cash management trusts, with publication to commence in September 1983.
- Development of a census of self-administered superannuation funds in respect of 1982-83, which is to be conducted in the public and private sectors in September 1983. The census results will provide the basis for improved annual surveys.
- Commencement of a feasibility study into a collection from superannuation funds whose assets are wholly invested with life insurance offices.
- A review of life insurance and general insurance statistics, in consultation with the Treasury and the Offices of the Life Insurance Commissioner and the Insurance Commissioner, with a view to eliminating areas of overlap and duplication.
- The concluding stages of work undertaken jointly with the Treasury and Reserve Bank of Australia, aimed at rationalising collections from non-bank financial institutions and lending activity collections from banks.

Agriculture

The agriculture program includes an annual agricultural commodity census, commodity surveys, a triennial agricultural finance survey and annual release of a range of derived statistics, including the value of agricultural commodities produced and the apparent consumption of foodstuffs and nutrients.

Activities during the year included:

- Implementation of a new data processing system for agricultural censuses and surveys in time to process the 1982-83 Agricultural Census.
- Review and rationalisation of the scope, content and frequency of all agriculture program publications. A number of small, specialist publications were discontinued and the information incorporated in a substantially uniform series for each State.
- Expansion of the agricultural information dissemination service to provide data on microfiche, in order to meet the needs of libraries and other users for a cheaper and more easily stored medium.
- Improved communication with respondents to the agricultural census, with a view to improving the timeliness and level of response.

Construction

The main projects in the construction program are monthly statistics on building approvals and dwelling commencements as reported by local government and other approving authorities, quarterly surveys of building activity and of construction (other than building), and a periodic survey of the construction industry.

Activities during the year included:

- Improvements in the level and quality of response to the building contractors' survey.
- Preparation of a reference manual outlining concepts and definitions used in building statistics.

Transport

The transport program includes monthly statistics on new motor vehicle registrations and road traffic accidents involving fatalities, quarterly statistics of road traffic accidents involving casualties, a triennial survey of motor vehicle usage, a triennial motor vehicle census, quarterly statistics of interstate road freight movements, and a periodic survey of the transport industry.

Activities during the year included:

- Conduct of the triennial Survey of Motor Vehicle Usage covering the year ended 30 September 1982. In this survey a sample of about 60 000 vehicle owners reported on the distance travelled, fuel consumed, tonne-kilometres undertaken by freight-carrying vehicles, and other details of vehicle usage. Survey results, which will become available in progressively more detail from July 1983, will measure changes in patterns of motor vehicle usage over the period since the previous survey.
- Completion of draft guidelines for the reporting and classifying of road vehicle accidents. These are currently being discussed with relevant government authorities with a view to their implementation in January 1984. Adoption of the guidelines is expected to increase both the range and the consistency of national statistics on road traffic accidents.
- Reintroduction of a quarterly survey of interstate road freight movements, using an updated framework based on the results of the 1980-81 Census of Interstate Freight Movements.
- Continued development of a transport industry survey in respect of 1983-84 to provide, for the first time, statistics on the structure and operations of establishments engaged in all modes of transport.
- Development of a complementary sample survey of road freight operations by businesses not mainly engaged in road freight for hire and reward.

Manufacturing

The manufacturing program includes annual censuses of manufacturing and electricity and gas production and distribution, and monthly and quarterly surveys of manufacturing production.

Activities during the year included:

- A reduction, as from July 1982, in the number of individual production items collected in the monthly surveys. The resulting reduction in respondent burden was achieved without unduly affecting the usefulness of these short-term economic indicators.
- Commencement of a comprehensive review of the commodity classification of materials used in manufacturing, to be completed in time for use in the 1983-84 Manufacturing Census.

Mining and energy

The main element in this program is an annual census of the mining industry, conducted with the co-operation and assistance of State government mines departments. The census provides data on the structure and operations of the industry, comparable with that available in respect of manufacturing industry. The program also includes energy statistics and quarterly surveys and annual censuses of exploration effort.

In order to provide better information on household energy use and conservation, a survey of households was conducted in June 1983. Details were collected of major domestic appliances, the forms of energy used and the insulation of dwellings, in order to broaden the statistical base upon which State and national energy policies are formulated. Results from the survey are expected to be released progressively from November 1983.

Internal trade

The internal trade program includes a monthly survey of retail sales, periodic censuses or surveys of the retail, wholesale and selected service industries, quarterly tourist accommodation surveys, and collections relating to the interstate trade of Queensland, South Australia, Western Australia and Tasmania.

In addition to providing statistics on the structure and operations of the retail trade industry comparable with those provided for the manufacturing and mining industries, the retail censuses provide commodity sales information in more detail than is available from the monthly survey of retail sales. Following the implementation, from April 1982, of a redesigned system of retail surveys, monthly estimates of retail sales, by category of retail trade, are published for each State and the ACT.

Activities during the year included:

- A survey of the wholesale trade industry in respect of 1981-82, the first since 1969. Information was collected from a sample of about 7000 wholesalers on various aspects of their operations. Additional details on commodity sales, purchases and stocks were sought from a third of those businesses in the sample. Results will be published about the end of 1983.
- Preparations for a Northern Territory retail census in respect of 1982-83. Because of the small size of the Territory economy, it is not covered by the monthly sample survey of retail trade.
- Collection of data on domestic travel and tourism in a household survey being conducted throughout 1983. Information on these topics, which has not previously been collected from households, is being sought mainly at the request of Federal and State transport and tourism authorities and includes details of origin and destination, length of stay, mode of transport and type of accommodation used.

Enterprise statistics

This program provides information on the operations of business enterprises, derived from quarterly sample surveys of actual and expected capital expenditure (for Australia and each State), stocks, and actual and expected manufacturers' sales and operating surplus. Another source is the annual and less frequent economic censuses and surveys. The quarterly series are designed to provide timely indicators of key aspects of economic activity in Australia and are a vital input to compilation of Australia's quarterly national accounts. The enterprise statistics program also embraces surveys measuring the expenditure and manpower devoted to research and experimental development in Australia.

The survey of operating surplus is being substantially revised and may subsequently be extended to cover a sample of smaller businesses.

Classification

The objective of this program is to develop and maintain statistical classifications used in the ABS and other government agencies. Classifications, together with other conceptual standards, define and present in logical structures the data items (such as commodities) and the broader economic and other categories (such as industries and geographical areas) in respect of which statistics can be collected, compiled and published. Classifications are thus an essential prerequisite for the production of most statistics and a major determinant of the usefulness of statistical output. The principal classifications and related standards covered by the program are industry, commodity, occupation, geographic and economic sector classifications.

Activities during the year included:

- Completion of the update of the Australian Standard Commodity Classification for 1980-81 and commencement of work on the 1981-82 edition. This classification enables comparable commodity statistics of imports, exports and domestic production to be compiled and serves as a framework for improving comparability between commodity items in ABS statistical series.
- Publication of the Australian Transport Freight Commodity Classification, 1982-83 and interim Australian Pack Classification.
- Continued participation in the review by the United Nations Statistical Office of the Standard International Trade Classification.
- Continuation of the review of ABS economic sector classifications, including the public sector/private sector classification.
- Completion of the review of those parts of the 1978 edition of the Australian Standard Industrial Classification (ASIC) concerned with transport and storage. The 1983 edition of the ASIC, containing the revised transport industries, is expected to be published later this year and will be used in conducting the 1983-84 Transport Industry Survey.
- Continuation of the development of the Australian Standard Geographical Classification.
- Continuation, jointly with the Department of Employment and Industrial Relations, of the development of the Australian Standard Classification of Occupations (ASCO). A working draft of the ASCO is to be published for public comment in August 1983.

Integration of economic statistics

This program provides a service to other statistical programs by co-ordinating the planning for economic censuses and surveys and by establishing and maintaining standard concepts and definitions. The program also maintains the integrated register of businesses and other organisations. The register provides the principal framework of units for ABS collections from businesses.

Activities during the year included:

- Development of standard concepts and definitions for application in the 1983-84 Transport Industry Survey and in manpower surveys.
- Consolidation and extension of standard definitions and rules relating to the treatment of business units for statistical purposes.

- Continuation of joint investigations with the Australian Taxation Office into the potential advantages and disadvantages of providing the ABS with access, on a confidential basis for statistical purposes only, to information from the taxation records of identified businesses. The objective is to reduce the burden to businesses of completing statistical returns and to improve the quality of economic statistics.
- Continuation of the major task of developing more efficient clerical and computer systems to support the integrated register.

Demographic, social and manpower statistics

A wide range of statistics is produced on many aspects of the Australian community, ranging from births, deaths and marriages, through health, welfare, education, crime, employment and unemployment. A large amount of data is collected at the quinquennial censuses of population and housing, and other demographic, social and manpower statistics are derived as by-products of administrative processes, from household surveys and from surveys of businesses.

Population census

Data from the 1981 Census of Population and Housing, in the form of publications, microfiche, maps and magnetic tape summary files, flowed steadily throughout 1982-83. All planned outputs for small areas have been released on microfiche and magnetic tape, and a small area data base interrogation system is being used extensively to service requests from government departments, local government authorities, private organisations and individual users. About 950 such requests were received each week during the year. A large number of cross-classified tables, equivalent to about one million pages of computer printout, is available on microfiche.

The production of output from the 1981 Census will continue until late 1984. Special tables are being produced on magnetic tape for major users. In addition, two magnetic tape files will be released containing data for two separate one per cent samples of unidentified households and persons. These files will enable major users to produce their own special tabulations and cross-classifications of data.

The quality of data from the 1981 Census is generally higher than that from previous censuses. This improvement is attributed mainly to the extensive development and testing of topics and the questions asked on them, and the general effect of the public awareness campaign which accompanied the Census. In addition, data have been released more quickly than for previous censuses.

Development of the 1986 Census commenced in earnest in December 1982, when major known users of census data were invited to make submissions on topics to be included in or excluded from the 1986 Census. Advertisements were also placed in major newspapers inviting the public to put forward their views on the content of the next census. About 900 submissions were received from about 300 persons and organisations. These are now being assessed and pilot testing is being undertaken to determine the feasibility of collecting reliable and meaningful data on some of the new topics which have been proposed.

During the development phase of the 1981 Census, undertakings were given that the ABS would establish a committee of experts to investigate ways in which more comprehensive information on the ethnic background of Australia's

population could be obtained in the 1986 Census. In the latter half of 1982 the Statistician appointed a small committee under the chairmanship of Emeritus Professor W. D. Borrie. All submissions on ethnicity have been directed to that committee, which is to make recommendations to the Statistician by March 1984 on ways in which information required on this topic could be obtained in a census.

Demography

The program includes statistics on births, deaths, marriages, divorces, overseas migration and internal migration. Quarterly estimates are made of the age, sex and geographic distribution of the Australian population. Forward projections according to stated demographic assumptions are also published from time to time.

Activities during the year included:

- Publication of final population estimates covering the period from 30 June 1971. Two technical papers were published explaining the basis on which the estimates were calculated.
- Publication of population projections for Australia, the States and Territories for the period 1981-2021, including extensive discussion of the demographic trends underlying the alternative assumptions used for the four sets of projections.
- Implementation of processing systems on the new computing equipment. A review of all demography publications has continued, in conjunction with the design of output from the new system.
- Expansion of the internal migration survey to include information on temporary residence, in response to requests by the Commonwealth Grants Commission and some State government users.

Social

The social program includes statistics relating to health, education, crime, justice and other social matters.

Activities during the year included:

- Publication of the first nationally comparable statistics on government schools. The new collection was developed by the Australian Education Council Committee on School Statistics, of which the ABS is a member.
- A survey of senior school students, and of those who had left school in the preceding twelve months, to identify the factors influencing student retention rates.
- Commencement, in association with the Commonwealth Schools Commission, of the development of statistics for non-government schools which would be comparable with the statistics currently produced on government schools.
- Commencement of a survey of crime victims to obtain information on their characteristics and on the incidence of crime, including information on unreported offences not available from other sources. It will update information obtained from a similar survey conducted in 1975.

- A survey of language usage, in order to assist the Senate Standing Committee on Education and the Arts in its inquiry into the development and implementation of a co-ordinated language policy for Australia. It will also benefit those formulating language policies to meet community needs in education, welfare and employment.
- Commencement of a survey on health care, including the medical conditions reported by those interviewed and the measures taken to deal with them.
- Publication of a comprehensive range of statistics on deaths by suicide in the period 1881-1981, in response to a large number of requests for detailed information on this topic.
- Development of two surveys on children's health, which will be conducted in November 1983. One will seek information on the immunisation status of children under six. The second will provide statistics on the dental health of children, supplementing the information presently available from State-based dental health programs in schools.
- A survey to determine the number and characteristics of women aged 15-35 who have been immunised against rubella, in order to establish the reasons for the incomplete coverage of this immunisation program.
- Analysis of statistics from the 1981 Population Census on the characteristics of people providing health, education and justice services and on people living in hospitals, prisons etc. The results of this analysis are expected to be published in a series of bulletins during 1984.
- In Queensland, conduct of a census of health and welfare establishments and, in South Australia, investigation of a proposal for a survey on alcohol consumption patterns.

Social surveys and indicators

The social surveys and indicators program has three main streams of work—development, processing and dissemination of data from surveys; compilation of statistics which focus on specific social groups; and establishment of guidelines for the integrated development of social and demographic statistics through standard concepts, definitions and classifications.

Activities during the year included:

- Completion of processing of data from the 1982 Family Survey. The aim of the survey was to obtain information on the factors influencing family structure, formation, break-up and re-formation and on the use of support networks within and outside the family. A preliminary publication based on information obtained in the survey was published in December 1982 and more detailed publications will be produced in 1983-84.
- A survey of income and housing costs. Information was obtained on the amount and sources of income, on taxation, superannuation, life insurance and housing costs. Results will be published in 1983-84.
- Continued development of a household expenditure survey which will be conducted in 7 500 households throughout Australia in 1984. The survey is designed to measure the relationship between patterns of expenditure and levels of income; size, composition and age of household; occupational status of household head, etc.

- Continued development of the Australian Standard Welfare Activities Classification. The classification is being developed by the ABS and welfare departments, to provide a standard classification for all welfare activities carried out in Australia.
- Commencement of work on the fourth edition of *Social Indicators, Australia*, scheduled for release in May 1984. This publication is a compendium covering major areas of social concern such as health, education, and crime.

Manpower

The manpower program provides statistics on the components and characteristics of the labour force such as employment and unemployment, earnings, hours of work and other working conditions. It also covers job vacancies, industrial accidents, industrial disputes and trade union membership.

Estimates of employment and unemployment are based on the monthly labour force survey of a sample of households. In most months of the year, supplementary questions are asked on detailed aspects of the labour force, including in 1982-83 persons not in the labour force, discouraged jobseekers, persons looking for work, weekly earnings of employees, labour mobility, labour force experience during the twelve months to February, educational attainment, methods of obtaining jobs, apprentices, attendance at educational institutions and transition from education to work. A regular flow of publications, containing the results of these monthly surveys, continued throughout the year.

In addition, data from a special survey conducted in the previous year, using the framework of the household surveys, were published on trade unions and alternative working arrangements. A similar special survey conducted from September to November 1982 was used to collect, among other things, information on the career paths of tradesmen and the reasons why some tradesmen were not working in their trades.

Other activities during the year included:

- Introduction of a new computer processing system for the program of household surveys, intended to improve the service to users through more timely dissemination of statistics.
- Re-selection of the monthly population survey sample on the basis of data obtained from the 1981 Population Census, in order to maintain sampling efficiency.
- Work on development of a new quarterly survey of businesses and government agencies, to commence in 1983-84 and provide estimates of employment classified by State and industry.
- Publication of a new monthly Award Rates of Pay Index, based on a more up-to-date occupation structure and with a wider coverage of award designations.
- A biennial survey of employers and government bodies to provide estimates of the distribution and composition of the earnings and hours of employees.

Other activities

Computer services

Further minor upgrading of the central computing installation, including additions to the main memory and data storage, will take place in the second half of 1983. Also the final network connecting the Bureau's offices in all State capital cities to the central computing installation in Canberra is expected to be completed during 1983.

The redevelopment of statistical systems for use on the new equipment is a major, continuing operation involving staff from most areas of the ABS. In general, this work is proceeding according to plan although, as is to be expected in a task of this size and complexity, it has not been without problems. Some 90 systems are now operating on the new equipment, including the large systems processing foreign trade, the agricultural census, retail surveys, labour force surveys, the population census and the ABS register of businesses.

The transfer of statistical work from the computing equipment acquired in the 1960s is almost completed. That this has been achieved a little ahead of schedules drawn up three years ago is a tribute to the skills and dedication of the staff involved.

An examination has commenced of the use of micro-computers, with a view to determining their likely role in both statistical and non-statistical work within the Bureau.

Staff continue to be consulted and kept informed of developments in computing and of the ways in which they may be affected by them. Consultative committees comprising representatives of management, staff and staff associations in Canberra and in each State Office have been established for this purpose.

Training of staff in computer related activities has continued at a high level throughout the year. It is provided not only for specialist computer staff but also on a fairly large scale for subject matter staff who are becoming increasingly involved in development, maintenance and operation of computer based processing systems.

Numbers of courses, those attending and the total manyears they spent at courses in 1982-83 were:

	<i>Courses</i>	<i>Attendees</i>	<i>Manyears</i>
Computer Specialists	52	694	11.8
Subject Matter Officers	66	1 056	15.5

Statistical methodology

This program provides a specialised service in field survey operations, sampling, time series analysis and other mathematical statistical techniques. Research is undertaken into sampling theory and the conduct of sample surveys, into the use of time series methods for model building, forecasting and seasonal adjustment, and into the use of specialised statistical techniques for analytical purposes.

Specialist services are also provided by Central and State Office staff on a consultative basis to other Commonwealth and State agencies. Examples of this type of service provided during 1982-83 are:

- Schools Commission — assistance with the design of a national survey to collect information on attitudes to schools.
- Northern Territory Tourist Development Corporation — development of estimation procedures for the Northern Territory Travel Survey.
- Bureau of Industry Economics — estimation of production frontiers for a study of technical efficiency in Australian manufacturing industries.
- Australian Government Analytical Laboratories — experimental design and data analysis in a study of the measurement of carbon monoxide levels in cigarettes.
- New South Wales Health Department — sampling and methodological advice for a surgery audit of certain elective surgery procedures.

Dissemination of statistics

A complete list of ABS publications, together with a description of their contents and a subject index, is contained in the *ABS Catalogue of Publications, Australia*, copies of which are available on request from ABS offices and bookshops of the Australian Government Publishing Service.

In addition to publications, a large amount of more detailed information is available on request in forms such as computer printout, microfiche and magnetic tape. Standard releases of statistics on microfiche and magnetic tape are listed in the 1983 issue of the catalogue.

In 1982-83 the ABS published 535 monthly, quarterly, annual or irregular titles in a total of 1 516 issues, ranging from single page publications to large volumes such as *Year Book Australia*. This compares with 550 titles and 1 648 issues in 1981-82, and continues the rationalisation of publications.

PUBLICATIONS ISSUED DURING 1982-83

	Number of Titles								Number of Issues	
	Canberra	NSW	Vic	Qld	SA	WA	Tas	NT	Total	
Annual	142	25	22	40	24	29	25	5	312	322
Quarterly	42	4	4	9	5	5	6	3	78	298
Monthly	44	4	5	6	2	4	4	1	70	819
Other	51	3	3	6	6	—	5	1	75	77
TOTAL	279	36	34	61	37	38	40	10	535	1 516

From 1 January 1983 the pricing of ABS publications was extended to cover all publications of 25 pages or more. From that date, 161 titles (30 per cent of all titles) were priced compared with 52 titles previously. The ABS does not charge for its smaller publications which, in the main, are issued more frequently to convey timely summary statistics and have a relatively short life. More detailed final releases and reference-type publications are priced.

During the year, all publications mailing lists were reviewed and a single consolidated list containing about 24 000 names and addresses was established. From now on, mailing lists and prices will be reviewed each year.

It is estimated that during 1982-83 the ABS answered some 270 000 ad hoc inquiries for statistical information received by mail, telephone and personal visits to its offices. This represented an increase of 50 000 inquiries (or 23 per cent) over 1981-82.

Data management

During 1982-83 the main task of the data management program was to co-ordinate, monitor and assist the redesign and implementation of processing systems. Also it provides a central focus on problems relating to the description and organisation of statistical data.

As a special project, following the changes in the *Census and Statistics Act 1905* and the drawing up of the Ministerial Determination discussed in the next section of this report, an examination is being made of statistical release practices throughout the ABS.

Statistics legislation

As explained in last year's Annual Report the *Census and Statistics Act 1905* has been substantially amended to enable the ABS to provide a significantly better statistical service to governments and to the public generally, and to assist the ABS in further co-ordinating government statistical activities.

During 1982-83 Regulations governing administrative and procedural matters were amended by Statutory Rules 1982 (No 228) and 1983 (No 18). A Ministerial Determination, Statutory Rules 1983 (No 19), authorised the release of a wider range of information. Pages 16 and 17 of last year's Annual Report outlined the general philosophy embodied in the Determination.

The contents of the Determination are in accordance with a recommendation of the Joint Parliamentary Committee on Public Accounts. In its Report No 192 entitled *The Collection and Dissemination of Statistics — a Discussion Paper*, the Committee recommended that statistics legislation be amended 'to allow for maximum utilisation of the data available'.

The specific releases now authorised by the Determination, together with an explanation of each practice, are as follows.

Disclosure of certain classes of statistics

Considerable effort is devoted by the ABS to grouping data in publications and other statistical releases to avoid releasing information relating to a single respondent. However, in some instances practices had evolved over the years resulting in the release of some statistics relating to individual respondents, either because there was no practical alternative or in response to users' demands and with the consent or acquiescence of respondents.

The Determination authorises the Statistician to continue a number of long-standing practices in respect of statistics relating to official bodies, foreign trade, interstate trade for Tasmania, building and construction, and agriculture. However, these statistics may not be released if it has been shown by the person, official body or organisation to which the statistics relate that the statistics can be identified as relating to that person, official body or organisation. This right of objection is included to ensure that there is a means by which respondents may prevent publication of data which can be identified as relating to them.

The Determination authorising the release of statistics relating to **official bodies** does not extend to government business undertakings and does not authorise the release of statistics which would reveal the dealings of identifiable persons, businesses or organisations with official bodies.

It is very common to find only one or two official bodies contributing to a particular statistic in a table concerning public authority finance. For example, a table showing Commonwealth or State government expenditure and the detailed purposes of the expenditure would almost certainly reveal expenditure which could be identified as relating to a particular official body. Similar situations exist in the fields of education, hospital and court statistics.

It is, however, generally expected that data should be made available on taxation collected, or expenditure on various government activities such as public safety, education and health, for example, even if this reveals the collections or expenditures of individual departments or official bodies. It would in any case be difficult for any third party to deduce from tables of aggregated data details that happen to relate to a single official body and which are not already published by the body itself.

The Determination also authorises the release of statistics of **foreign trade** each month, showing details of commodity, country of origin or destination, transportation mode and State of entry or exit. The bulk of this information is derived from Customs entries. When tabulated, it is possible to count the number of entries contributing to each statistic in a table, but it would be very difficult to count the number of businesses contributing to each statistic. It would not be possible without a substantial increase in resources and unacceptable delays in publication to ensure that statistical tabulations never reveal transactions which in fact are those of individual businesses.

For similar reasons, the Determination authorises the release of statistics of **interstate trade** for Tasmania which are obtained as a by-product from documentation that is lodged with State authorities under a law of Tasmania.

The Determination authorises the release of **building and construction** statistics, not being the costs or net returns of individual builders and contractors. It has been long-standing practice to publish monthly statistics of the number and value of local authority building approvals, by broad type of building, etc and to publish quarterly detailed statistics of building and construction commenced, completed and under construction. Particularly (but not only) where these statistics are made available for each local government area, some may relate to one or two building jobs, and statistics which may be identified as relating to a particular builder or constructor may be released, either directly or indirectly.

Information on building approvals is generally available from local authorities, and information on commencements or the awarding of contracts is frequently publicised by the owner (for example gazettal by government authorities), the constructor or (on a regular basis) in trade journals. Building or construction of a kind likely to constitute the only or main contributor to a statistic in a table would be such as to be known to interested persons.

The Determination authorises the release of statistics relating to **agricultural, apicultural, poultry, dairying and pastoral activities**, not being the costs or net returns of individual operators. It has been long-standing practice to publish annual statistics of the area and production of particular crops and numbers of cattle (meat and milk), sheep, pigs, etc in each local government area. While most of the statistics in such tables cover substantial numbers of

operators, some may relate to only a few operators. It is possible that people with local knowledge may be able to identify some statistics as relating to a particular operator, but such information would already be known to interested persons.

The statistics produced are valued by State governments, in particular in connection with agricultural extension services and land use planning.

Disclosure of statistics already available to the public

The Determination authorises the release of statistics relating to a business or organisation where that information has either been published elsewhere or is available to the public. Examples are information available from:

- Company returns lodged with Registrars of Companies.
- Annual reports or reports to shareholders by companies listed on stock exchanges.
- Annual reports of building societies or credit unions.
- Published accounts of official bodies.
- Publications of State mines departments.

Disclosure of published information relating to official bodies

The Determination authorises the release of published information relating to named official bodies. It has been a long-standing practice for the ABS to release information relating to identified official bodies, provided for statistical purposes, once that information has been published by the official body itself or by another official body, for example in Budget Papers, Auditor-General's Reports, annual reports of statutory authorities, etc.

Disclosure with consent

The Determination authorises the release of information where consent in writing, specifying in detail the release for which consent is being given, has been provided. Information may not be disclosed which is likely to be identified as relating to a particular person or organisation that has not consented to that disclosure. Consent may be either for the general release of information, or for release on a confidential basis to a Commonwealth or State department or authority.

Over the years the ABS had developed a publicly acceptable practice of seeking the consent of particular respondents in some collections (eg production and public authority finance) for the release of specific information. The Determination removes any doubts about the legality of the practice. For example, statistical classifications of business activity (such as by industry or geographical area) requested by users may reveal information relating to an individual business, which the business concerned has no objection to being published.

Further, departments or authorities sometimes require information of a very detailed kind for policy development or administrative purposes. The required information may already be collected by the ABS, but in the absence of a consent procedure there would be no way of avoiding duplication of collections and the resulting additional costs to the government sector and larger than necessary reporting burden on respondents.

Disclosure of lists of names and addresses

The Determination authorises the release of lists of names and addresses of businesses and organisations, together with indicators of their type of legal entity, activity or industry and of their size classification, to Commonwealth or State departments or authorities for use for specified non-regulatory purposes. It does not authorise the release of lists to bodies other than departments or authorities. A detailed description of each release of this kind must be laid before both Houses of the Commonwealth Parliament.

The recipient department or authority must provide an undertaking in writing to use the list only for specified non-regulatory purposes, not to release the list to a third party and to comply with other conditions as specified. Where appropriate, the Statistician will consult with representative industry bodies before agreeing to invoke this authorisation.

The ABS maintains lists of businesses engaged in particular industries for purposes of collecting economic census returns and selecting samples of businesses for surveys. This is a continuous and expensive task because of changes in ownership of businesses, new entrants, etc. Where departments have in the past been duplicating this effort in the course of non-regulatory activities, such as the conduct of their own surveys, the Determination may now enable the ABS to provide a service that avoids duplication and at the same time integrates official statistical collections by use of the same industry, geographic and other classifications. Interested departments are invited to consult the Bureau as to the services it may be able to provide.

Disclosure of unidentified information

The Determination authorises the release, for statistical purposes only, of individual statistical records not likely to be identified as relating to a particular person or organisation. With all such releases all identifying information must be removed, the information which is released must not be likely to be identified as relating to a particular person or organisation, and the recipient of each release must give an undertaking that the information will be used for statistical purposes only.

Releases will be of data items, typically on magnetic tape, to approved organisations for approved research projects. Provision of data in this form will not prejudice the essential confidentiality of the information supplied by individual persons or businesses, and it will assist in reducing the duplication of statistical effort and the respondent burden placed on the public.

Release of information in this way follows closely a recommendation by the Australian Law Reform Commission in its report, *Privacy and the Census*.

Co-ordination

The ABS maintains contact with Commonwealth and State government departments and authorities in order to be aware of their statistical activities, their use of existing statistical collections and their current and future statistical needs.

The Bureau also plays a continuing and active role in developing greater co-ordination of statistical activities across government agencies. In particular, it encourages the adoption of uniform standards and practices and fosters a co-ordinated approach to statistical development.

An important element of this work is the outposted officer service, through which ABS officers are located in other government departments and agencies. A complete list of departments and agencies to which ABS officers were outposted during 1982-83 is shown in Appendix 6. In addition, from time to time officers are outposted to provide short-term assistance on specific tasks for other departments.

Following the recommendation of the Joint Parliamentary Committee on Public Accounts in 1981 that the ABS should play a more active role in the co-ordination of statistical activity in government agencies, the Government decided to introduce a number of measures to facilitate such co-ordination. This decision arose out of concern about possible duplication of work by both government departments and respondents, and the need to ensure the compatibility of statistics produced from different sources.

The Government decided that all existing and proposed new statistical collections by Commonwealth departments and authorities (with certain defined exceptions) are to be subject to a joint report by the ABS and the agency concerned with a view to establishing their justification, scope for greater efficiency or reduction in the number of respondents, compatibility of data, etc. The ABS is also to establish and maintain a register of collections for the purposes of co-ordination and control. Procedures are currently being developed to implement these new measures.

At the State level, the ABS participates in the work of statistical co-ordination bodies established by State governments to co-ordinate the statistical activities and requirements of their departments and agencies. The co-ordination bodies provide a priorities-setting mechanism and channel of communication to the ABS on State statistical requirements and other issues.

The Freedom of Information (FOI) Act had a minimal effect on the ABS in the sense that dissemination of information collected is an integral function of the Bureau.

Preparations for commencement of operation of the Act included attendance at FOI seminars by officers who will be directly involved in handling requests from the public, and the preparation and circulation of material to assist staff in understanding and applying the provisions of the Act. Authority for decision-making under the Act has been delegated to the Assistant Statistician, Co-ordination Branch. Work has continued on the documentation required to be prepared within the first year of operation of the Act.

To date, one FOI request has been received. The ABS was unable to provide the documents requested as they did not exist.

Altogether the work entailed in implementation and operation of the Act has engaged a major part of the time of one middle level officer during the year, plus a small amount of the time of a number of other officers.

Five written complaints were referred to the ABS by the Commonwealth Ombudsman, all of which were resolved satisfactorily.

Public relations

A Public Relations unit began operations on 30 August 1982 to develop and co-ordinate a comprehensive public relations program for the ABS. Its Director and Assistant Director have been appointed on three-year contracts.

The unit was established following an internal review in 1981 of ABS public relations. The objectives of the program are to improve the quality of and rate of response to statistical collections, to encourage better understanding of the ABS work program and priorities, and to encourage better use of the ABS's existing statistical output.

In its first nine months, the unit's main efforts have been directed to respondents in collections, particularly the program of economic censuses, the new business survey of employment, the 1982-83 Agricultural Census, the 1982-83 Northern Territory Retail Census, and tests for the forthcoming Transport Industry Survey, the 1986 Population Census, and the 1984 Household Expenditure Survey.

Management services

Management services is responsible for personnel services, recruitment, industrial relations, staff development and training, financial control and accounting, general office services, accommodation, security, internal consultancy, establishments, methods, staff ceiling administration and internal audit.

The ABS enjoys good industrial relations with staff and staff association representatives from the federal to local levels. This has been achieved by recognising the importance of maintaining avenues of consultation both through informal contact and through more formal mechanisms. At the informal level, management has maintained an 'open door' policy with staff and staff associations and has been willing to provide as much information to them as possible. At the formal level, two national committee structures and one State Office committee have been in operation for some time.

The first national committee structure was set up to give staff and staff associations a forum to voice their concerns and to discuss various staff issues relating to the transfer of ABS processing systems to the new computer. Standing Committees consisting of local staff association representatives, staff and management representatives monitor the situation in each office and, where possible, make recommendations on local issues. Where an issue has a wider implication, it is referred to a Steering Committee consisting of several Second Division officers and federal staff association representatives. The Steering Committee makes recommendations to ABS management on overall policy issues. The Steering Committee meets quarterly. Standing Committees meet as business dictates, but not less frequently than quarterly.

A similar structure exists for matters relating to occupational safety and health. In response to the code of Occupational Health and Safety for Commonwealth Employees, the ABS has established operational safety and health committees in each office as well as an Occupational Safety and Health Policy Committee consisting of several Second Division officers, federal representatives of staff associations, and personnel and welfare staff. The meeting schedule is similar to that of the committees on staff issues relating to re-equipment.

In the Western Australian Office, a joint consultative committee comprising management and staff representatives meets monthly to advise and make recommendations on work conditions, job enrichment procedures and many other personnel issues.

The ABS invests heavily in staff development and training. The Management Services segment of this program focuses on development of statistical, managerial and clerical competence. Time spent at such courses totalled 53 manyears in 1982-83:

<i>Activity</i>	<i>Manyears</i>
Paid leave under studies assistance	28.6
In-house training	15.5
External courses and conferences	4.3
Interchange and other schemes	4.5

Although the workload has increased significantly in recent years, the number of staff working in Management Services has remained steady. However, this has restricted the scope for undertaking large scale initiatives and most improvements in efficiency have been at the margin. A trial of electronic mail and teleconferencing systems, to improve communication between ABS offices, is being conducted.

The workload continues to grow and in order to discern ways of coping with this, a review of Management Services in all offices is planned for 1983-84.

Appendix 1

DISTRIBUTION OF FULL-TIME OPERATIVE STAFF: 1982-83

Program	Average monthly staff numbers, 1982-83(a)								Total
	Canberra	NSW	Vic	Qld	SA	WA	Tas	NT	
Executive	27	5	3	3	4	3	3	1	49
National Accounts	51	2	1	54
International Accounts	62	62
Foreign Trade	76	76
Prices	44	17	15	9	6	9	4	4	108
Private Finance	44	44
Public Finance	40	12	11	9	7	5	4	1	89
Agriculture	27	33	29	22	16	17	9	1	154
Construction	14	19	15	11	6	6	4	1	76
Transport	25	6	6	14	6	5	4	1	67
Mining, Energy and Tourism	10	9	5	7	2	5	1	1	40
Manufacturing	18	36	34	13	10	10	3	..	124
Internal Trade	16	17	26	13	9	15	13	..	109
Economic Censuses System	17	5	11	1	1	1	1	..	37
Enterprise Statistics	37	8	8	5	3	2	1	1	65
Classification	32	1	1	1	1	36
Economic Statistics Integration	53	51	39	21	15	14	3	2	198
Demography	31	14	12	11	5	5	3	2	83
Social Surveys and Indicators	25	..	1	2	28
Social Statistics	35	24	14	19	10	4	4	..	110
Manpower	71	23	18	14	12	7	6	2	153
Population Census	40	3	3	2	2	2	2	1	55
Data Services and Analysis	31	1	32
Statistical Services	48	2	6	4	3	4	3	..	70
Population Survey Operations	30	27	23	21	18	17	6	3	145
Information Services	86	23	24	17	13	12	5	1	181
Computer Technical Services and Planning	93	93
Computer Applications	122	18	17	16	18	17	12	..	220
Computer Operations and Software	167	46	35	32	22	24	17	..	343
Co-ordination	29	4	6	4	4	2	49
Data Management	9	1	1	1	1	2	1	..	16
Establishments and Methods	23	3	2	1	1	1	31
Finance and General Services	125	36	36	24	17	15	10	1	264
Personnel Management	69	13	14	11	7	8	4	1	127
Total	1 627	458	416	306	220	214	123	24	3 388

(a) Excludes staff on long service leave, maternity leave, extended sick leave, etc for periods of twelve weeks or longer. Where officers undertake duties within more than one program they have been classified to that program which occupies most of their time. The symbol .. can mean either 'less than half' or 'nil'.

Note: Average monthly staff numbers exceed the 3 366 staff who were employed at 30 June 1983 because the Bureau's seasonal pattern of employment has a low point in June.

Appendix 2

TOP STRUCTURE AND STAFF OF THE ABS AT 30 JUNE 1983

Australian Statistician <i>R.J. Cameron, CB</i>	Deputy Statistician <i>A.R. Bagnall</i>
Division	Branch
Economic Accounts <i>D.W. Anderson</i>	National Accounts <i>K.R. Blackburn</i> Public Finance and Prices <i>J.E. Duley</i> International Accounts <i>L.C. Clements</i>
Demography, Social and Manpower <i>F.D. Bagley</i>	Social <i>M.D. Giles</i> Manpower <i>G. Sarossy</i> Population Census and Demography <i>J.K. Cornish</i>
Economic Censuses and Surveys <i>F.J. von Reibnitz</i>	Trade, Transport and Private Finance <i>A.J. Whittington</i> Manufacturing, Construction and Distribution <i>R.P. Green</i> Primary Industries and Enterprise Statistics <i>J.F. Wilson</i>
Statistical and User Services <i>R.W. Edwards</i>	Statistical Services <i>D.C. Leaver</i> User Services <i>M.B. Booth</i> Integrated Register <i>B.N. Pink</i>
Computer Services <i>B.J. Harper</i>	Technical Services and Planning (a) <i>E.W.W. Miller</i> <i>J.V. Crocker</i> Applications <i>D.A. Harding</i> Operations and Software <i>B.H. Crook</i>
Co-ordination and Management <i>W. McLennan</i>	Management Services <i>J.W. Maurer</i> Co-ordination <i>P.G. Howell</i> Data Management <i>D.J. Trewin</i>

(a) This Branch is headed by a Senior Assistant Statistician, supported by an Assistant Statistician.

TOP STRUCTURE AND STAFF OF THE ABS AT 30 JUNE 1983—continued

The offices in State capitals and in Darwin were headed by:

Sydney	<i>T.J. Skinner</i>
Melbourne	<i>E.D. Bourke</i>
Brisbane	<i>O.M. May, OBE, VRD</i>
Adelaide	<i>G.C. Sims</i>
Perth	<i>W.M. Bartlett</i>
Hobart	<i>D.N. Allen</i>
Darwin	<i>J.D. Palmer</i>

Appendix 3

EXPENDITURE AND RECEIPTS: 1981-82, 1982-83 AND ESTIMATES: 1983-84 (\$' 000)

	Actual 1981-82	Actual 1982-83	Estimated 1983-84(a)
EXPENDITURE			
Salaries	(b)79 514	71 381	72 400
Overtime	508	615	655
<i>Total subdivision 1</i>	<i>80 022</i>	<i>71 996</i>	<i>73 055</i>
Travel and subsistence	1 638	1 450	1 596
Office requisites	1 939	2 445	3 000
Postage and telephone	3 643	3 818	4 050
Office services	618	422	467
Publications	1 069	1 339	1 485
Computer services	3 508	4 796	4 373
Payments to agents	(b)16 131	4 032	4 618
Freight and cartage	470	196	248
Furniture and fittings	214	135	297
Incidentals	1 462	724	1 013
<i>Total subdivision 2</i>	<i>30 692</i>	<i>19 358</i>	<i>21 147</i>
<i>Total division</i>	<i>110 714</i>	<i>91 354</i>	<i>94 202</i>
Special appropriation—			
Australian Statistician	62	65	66
ASAC	10	11	14
Ethnicity Committee	..	1	7
<i>Total special appropriation</i>	<i>72</i>	<i>77</i>	<i>88</i>
Capital works and services—plant and equipment(c)	4 205	6 958	1 996
<i>Total expenditure</i>	<i>114 990</i>	<i>98 389</i>	<i>96 286</i>
RECEIPTS			
Proceeds from 'for sale' publications(d)	138	(e)298	285
Proceeds from sale of special compilations of overseas trade statistics	125	182	200
Recovery of costs for use of ABS computers by client organisations	627	995	1 006
Miscellaneous	162	169	137
<i>Total receipts</i>	<i>1 052</i>	<i>1 644</i>	<i>1 628</i>

- (a) As included in Appropriation Bills Nos 1 and 2 except for Special Appropriation.
 (b) Includes expenditure associated with the 1981 Census of Population and Housing.
 (c) Computer Re-equipment Program.
 (d) Excludes receipts by AGPS from sales of ABS publications.
 (e) Increase because of revised pricing policy for ABS publications.
 Note: Any differences between totals and sums of components are due to rounding.

Appendix 4

DISTRIBUTION OF EXPENDITURE BY PROGRAM: 1980-81 TO 1982-83

The following table shows total ABS expenditure for the years 1980-81 to 1982-83 allocated to statistical and service programs. The allocation of certain components of expenditure, eg salaries, is reasonably accurate but others, eg postage and telephones, are distributed on a pro rata basis. The table also shows an estimate of the cost of individual statistical programs, after allocating costs of service programs according to estimates of their use by individual statistical programs. Some of the year-to-year movements mainly reflect the timing of periodic collections such as the census of retail businesses.

Program	Estimated expenditure								
	1980-81			1981-82			1982-83		
	Direct	Total(a)		Direct	Total(a)		Direct	Total(a)	
	\$' 000	\$' 000	%	\$' 000	\$' 000	%	\$' 000	\$' 000	%
Executive	1 613	1 986	2 198
National Accounts(b)	1 246	2 237	3.2	1 482	2 436	3.0	1 493	2 371	2.7
International Accounts	1 151	1 721	2.4	1 423	2 302	2.8	1 628	2 569	2.9
Foreign Trade	1 890	4 150	5.9	1 990	4 386	5.4	1 932	4 302	4.9
Prices	1 896	2 599	3.7	2 543	3 593	4.5	2 577	3 722	4.2
Private Finance	854	1 288	1.8	995	1 530	1.9	1 070	1 698	2.0
Public Finance	1 618	3 063	4.3	2 079	3 763	4.7	2 260	4 177	4.8
Agriculture	2 858	5 403	7.7	3 776	8 124	10.1	3 355	8 075	9.2
Construction	1 926	3 848	5.5	1 757	3 545	4.4	1 636	3 502	4.0
Transport	899	2 427	3.4	1 045	3 134	3.9	1 588	4 495	5.1
Mining, Energy and Tourism	717	1 593	2.3	885	1 973	2.4	946	2 282	2.6
Manufacturing	2 303	4 811	6.8	2 641	6 281	7.8	2 736	6 558	7.6
Internal Trade	3 898	10 589	15.0	2 858	8 486	10.5	2 438	7 247	8.3
Economic Censuses									
System	1 557	732	857
Enterprise Statistics	1 024	2 413	3.4	1 226	2 914	3.6	1 592	3 904	4.4
Classification	646	891	1 030
Economic Statistics									
Integration	2 604	3 594	4 250
Demography	1 351	2 999	4.2	1 692	3 544	4.4	1 808	3 896	4.5
Social Surveys and Indicators	371	2 166	3.1	527	2 051	2.5	800	1 781	2.0
Social Statistics	2 109	4 502	6.4	2 654	5 746	7.1	2 548	7 129	8.1
Manpower	3 164	12 673	18.0	3 468	14 924	18.4	3 502	18 265	20.8
Population Census(c)									
Data Services and Analysis	644	576	0.8	794	836	1.0	797	797	0.9
Statistical Services	1 459	1 721	1 924
Population Survey									
Operations	6 240	7 993	9 572
Information Services	3 549	4 417	5 020

continued overleaf

DISTRIBUTION OF EXPENDITURE BY PROGRAM: 1980-81 TO 1982-83
—continued

Program	Estimated expenditure								
	1980-81			1981-82			1982-83		
	Direct	Total(a)		Direct	Total(a)		Direct	Total(a)	
	\$' 000	\$' 000	%	\$' 000	\$' 000	%	\$' 000	\$' 000	%
Computer Technical Services and Planning	2 380	2 572	2 698
Computer Applications	4 373	5 472	5 407
Computer Operations and Software	8 821	10 006	11 769
Co-ordination	1 220	1 344	1 456
Data Management	471	477	497
Establishments and Methods	834	780	838
Finance and General Services	4 255	4 809	4 983
Personnel Management	2 379	2 819	2 797
Non-ABS(d)	..	1 451	2.1	..	1 299	1.6	..	919	1.0
<i>Total excluding population census and capital cost of computer re-equipment</i>									
Population Census	72 322	70 511	100.0	83 447	80 868	100.0	90 002	87 689	100.0
Computer Re-equipment	4 584	6 395	..	27 514	30 093	..	1 429	3 742	..
Computer Re-equipment	10 894	10 894	..	4 029	4 029	..	6 958	6 958	..
<i>Total including population census and capital cost of computer re-equipment</i>									
	87 799	87 799	..	114 990	114 990	..	98 389	98 389	100.0

(a) Statistical programs only, include estimated costs of service programs allocated in accordance with usage on statistical programs.

(b) The costs of collecting data used in compiling the national accounts are included in the respective subject matter programs.

(c) Excluded from distribution because of large annual variations during the quinquennial cycle.

(d) General services to other government departments and agencies of which the major component is the provision of ABS computer services.

Note: Any differences between totals and sums of components are due to rounding.

Appendix 5

PROPOSALS TABLED IN PARLIAMENT: 1982-83

In accordance with section 6(3) of the *Australian Bureau of Statistics Act 1975*, the following proposals for collection of additional information for statistical purposes were tabled in both Houses of Parliament during 1982-83.

<i>Date tabled</i>	<i>Project</i>
24 August 1982	Survey of health, crime victims, and travel and tourism, January 1983 to January 1984.
14 September 1982	Survey of vaccination of females and children within specific age groups, March and April 1983.
13 October 1982	Survey of participation in the delivery of voluntary welfare services in Victoria and Queensland, November 1982.
	Survey of household water usage in South Australia, November 1982.
	Survey of bicycle usage and safety in Western Australia, November 1982.
21 April 1983	Survey of apprentices, May 1983.
	Survey of languages used and/or learned, May 1983
19 May 1983	Survey of domestic appliances and energy use, June 1983.
	Survey requesting additional information on persons not in the labour force, September 1983 and every six months thereafter.
	Business survey on employment and earnings, June quarter 1983 and quarterly thereafter.
	Business survey on foreign shareholdings.
	New monthly collection from cash management trusts, commencing May 1983.
24 May 1983	Business survey of community and personal services industries, reference year 1981-82.

Appendix 6

LOCATION OF OUTPOSTED ABS OFFICERS: 1982-83

Commonwealth

Department of Aboriginal Affairs
Department of Employment and Industrial Relations
Department of Health
Department of Home Affairs and Environment(a)
Department of Immigration and Ethnic Affairs
Department of Industry and Commerce
Department of Resources and Energy
Department of Social Security(b)
Department of Trade
Department of Transport
Bureau of Mineral Resources, Geology and Geophysics
Industries Assistance Commission
Australian Institute of Multicultural Affairs(a)

State

New South Wales	—Department of Youth and Community Services(a)
Victoria	—Department of Community Welfare Services(a) —Law Department(a)
Queensland	—Department of Mines and Energy
South Australia	—Department of the Premier and Cabinet —Department for Community Welfare(a) —Attorney-General's Department(a) —South Australian Aboriginal Housing Board(a) —South Australian Housing Trust(a)
Western Australia	—Department for Community Welfare(a) —Western Australian Fire Brigades Board(a)

(a) Fixed term posting.

(b) Including work on the Standardisation of Social Welfare Statistics (WELSTAT) project.

Appendix 7

~~7 APR 1984~~

PROFESSIONAL PAPERS PRESENTED BY ABS OFFICERS: 1982-83

During 1982-83 officers of the ABS prepared the following professional papers:

- ✓ D. Allen: *Statistics for Use in Local Government*. Presented to the Institute of Municipal Administration, Hobart, May 1983.
- ✓ F.D. Bagley: *Aboriginal Statistics*. Presented to the Federation of Aboriginal Women, Canberra, November 1982.
- ✓ C. Choi and O.B. DiIulio: *Early 1981 Census Results: The Growth, Distribution and Composition of the Population*. Presented to the Australian Population Association Annual Conference, Canberra, November 1982.
- ✓ J. Cornish and J.R. Allen: *Small Area Data from the 1981 Census of Population and Housing*. Presented to the Urban and Regional Planning Information Systems (URPIS) 10 Conference, Sydney, December 1982.
- ✓ J. Cornish: *Data Releases from the 1981 Census*. Presented to the Australian Population Association Annual Conference, Canberra, November 1982.
- ✓ B. Doyle: *Introduction to Results from the 1981 Census*. Presented to the Fifth Commonwealth/State Population Workshop Using the 1981 Census, Adelaide, August 1982.
- ✓ B. Doyle: *The 1981 Census: Early Results and Evaluation*. Presented to the Australian Population Association, Canberra, November 1982.
- ✓ B.L. Embury: *The Classification of Occupations According to their Intrinsic Properties*. Presented to the sociology section of the ANZAAS Conference, Perth, May 1983.
- ✓ P. Gardner: *Handicapped Persons Survey 1981*. Presented to the Australian Council for the Rehabilitation of the Disabled (ACROD), Canberra, May 1983.
- ✓ R. Gogulapati, P.J. Trickett and J. De Ravin: *Projections of Australian Mortality Rates*. Presented to the Australian Population Association Annual Conference, Canberra, November 1982.
- ✓ R. Green: *Energy Statistics: The Role of the Australian Bureau of Statistics*. Presented to the Conference of the Electricity Supply Association of Australia, Sydney, June 1983.
- ✓ E.W.W. Miller: *The Integrated Computing Environment at the Australian Bureau of Statistics: Progress, Problems and Prognosis*. Presented to a Working Party on Electronic Data Processing, Conference of European Statisticians, Geneva, March 1983.
- ✓ J. Palmer: *Health and Demographic Statistics for the Northern Territory*. Presented to a workshop entitled 'A Research School of Health for the Northern Territory?'. Conducted by the Menzies Foundation, Darwin, September 1982.
- ✓ F.J. von Reibnitz: *Survey of Tourist Accommodation*. Address to the Australian Standing Committee on Tourism (ASCOT), Melbourne, March 1983.
- ✓ N.J.R. Williams: *Relational Modelling for ADABAS Implementations at the Australian Bureau of Statistics*. Presented to a Working Party on Electronic Data Processing, Conference of European Statisticians, Geneva, March 1983.